

Hayward Youth Commission Agenda

Monday, May 16, 2005
7:30 p.m. – 9:00 p.m.
777 “B” Street at Watkins
Hayward City Hall, Room 2A



1. Call to Order

7:30 p.m.

- a. Chair: Bonilla, Jr.; Recorder: Prentiss; Time-keeper: Martin

2. Roll Call

3. Approval of Minutes

4. Public Comments

The Hayward Youth Commission Facilitator will recognize any member of the public that wishes to address the Hayward Youth Commission. The individual is allowed no more than three (3) minutes. The Hayward Youth Commission is unable to take any action on non-agencies items.

5. Old Business

7:45 p.m.

- a. Work Groups
- b. Volunteer Resource Guide
- c. Scholarship Information
- d. Resolution 92-277 (Hayward Youth Commission)
 - i. Positions and “Rules & Regulations”
- e. Hayward Youth Commission Recruitment Status
- f. Attendance Agreement (clarification)

Bonilla, Jr.
Chan
Saad
Daly

Saad
Lange

6. New Business

8:20 p.m.

- a. Meeting Requirements
- b. Change in Regular Meeting Dates

Saad
Lange

7. Announcements

8:30 p.m.

8. Next Meeting

8:40 p.m.

- a. Location
- b. Agenda Items
- c. Selection of Recorder and Timekeeper

9. Adjournment

Commissioners

Ray Bonilla, Jr.
Cal State East Bay

Mina Chan
Moreau Catholic High

Caitlin Daly
Moreau Catholic High

Shivani Gupta
Moreau Catholic High

Dandre Ignacio
Moreau Catholic High

Briauna Johnson
Moreau Catholic High

Desiree Keefer
Mt. Eden High

Stephanie-Jane Martin
Tennyson High

David M. Prentiss
Cal State East Bay

Jeffrey Serpa
Hayward High

Shaminder Singh
Tennyson High

Guiding Agencies:

Hayward Area
Recreation & Park
District

City of Hayward

Hayward Unified
School District

Meeting location is at City Hall, 777 “B” Street (corner of Watkins) on the second floor. There is some parking in the underground garage (entry on B Street, just past Watkins) in addition to the on-street parking spaces. Assistance will be provided to those requiring accommodations for disabilities in compliance with the Americans with Disabilities Act of 1990. Interested persons must request the accommodation by Friday morning prior to the Monday meeting by contacting the Hayward Youth Commission Advisor (Voice: 786-6075 x109 Fax: 786-6076 TDD: 538-4315).

HAYWARD YOUTH COMMISSION

MEETING MINUTES

April 18, 2005

City Hall, Room 2A



1. Meeting called to order / Roll Call:

Meeting Facilitated by: Vice Chair Daly
Meeting Timekeeper: None

Meeting Recorded by: Salinas, Roxanna
Call to order: 7:31 p.m.

Commissioners:

Bonilla, Ray Jr.	present	Keefer, Desiree	present
Chan, Mina	present	Martin, Stephanie	absent (1)
Daly, Caitlin	present	Prentiss, David	present
Gupta, Shivani	tardy	Serpa, Jeffrey	present
Ignacio, Dandre	tardy	Singh, Shaminder	present
Johnson, Briauna	tardy		

Advisors:

Toyryla, Suzanne	present	Hayward Unified School District
Lange, Sean	present	Hayward Area Recreation and Park District
Saad, Millie	present	City of Hayward

Others Present:

Salinas, Roxanna	present	Hayward Area Recreation and Park District
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2. Approval of Minutes:

- Commissioner Daly's name is spelled wrong. It is spelled, Caitlin Daly

ON A MOTION BY COMMISSIONER SERPA, SECONDED BY COMMISSIONER CHAN, THE MINUTES OF FEBRUARY 28, 2005 WERE APPROVED BY UNANIMOUS VOTE.

3. Public Comments:

- Commissioner Daly proposed that a guest present for an item under "Announcements" be moved up on the agenda to accommodate David Korth from the City of Hayward. David Korth spoke on behalf of the Hayward Coalition for Youth and the upcoming Candlelight Vigil. He is asking the Hayward Youth Commission for support on the day of the event. David Korth spoke of the three main goals to come out of this event.
 - Keep the memories of the young teens killed and support the teens in Hayward.
 - Conscience raising concerning the issues that caused their deaths
 - A call to action
- There are 15-20 volunteers needed for the event and David Korth requested the Commissioners help.
- Commissioner Chan will speak at the vigil on behalf of all the HYC members

4. Old Business:

A. Work Group Reports

- Public Relations: No meeting was held; no report
- Events: No meeting was held; no report
- Research & Information:
 - Commissioner Serpa presented some information on an incentive/reward system/program for Commissioners.
 - Commissioner Bonilla, Jr. stated that because there was no quorum on March 21, 2005, that the Hayward Youth Commission would not meet the minimum number of meetings required by the resolution.
 - Advisor Saad will speak with the Office of the City Clerk to and report back to the Commission at the next meeting.

B. Finalizing Changes to the Resolution

- Commissioner Daly passed out copies of the resolution and inquired about meeting with the Office of the City Clerk.
- Advisor Saad stated that it would be best if communication between the Hayward Youth Commission and City of Hayward should be directed and facilitated by her, and that she would follow up with the City Clerk on this issue of Resolution Revisions.
- Commissioner Bonilla, Jr. stated that he was directed to work with Angie Reyes for legal purposes of the resolutions.
- Mille states, “the City Manager runs the City before the council.” The City Manager looks at the resolutions and its changes before the City Council will. The Commissioners need to inform the City Manager that they want to change their resolution. Recommendations on changing the resolutions can be made, and are not necessarily automatic.
- Commissioner Daly will check with Mille via e-mail and go over the changes in the resolution.
- Advisor Saad suggested that she take the lead in this and will inform the Commissioners what the next step should be in officiating the changes to their resolution
- Advisor Lange states that this is a process, and it may take 6 months to complete

C. HYC Publications (Volunteer Resource Guide)

- Commissioner Chan showed the new updated and revised guide to the people present.
- Advisor Lange commented on how well done it was
- Commissioner Keefer stated that the Mental Health Guide is revised but due to the surplus of current Mental Health Guides that the Commission should wait and produce the guide in 2006
- Commissioner Chan states that the information on the Scholarship portion of the guide needs some research and due dates need to be revised. Need to know when the scholarships are available and when should they be due. According to the guide, not much time is given from when the guide is available and when the scholarship applications/community services hours are to be due.
 - Advisor Toyryla suggest that we do not use a due date “year” in the guide, so we may re-use the guides the following year.
 - Advisor Saad suggest that the first week in March be the due date without an established year. She also states that unless you campaign for the available scholarships, we won’t get any applicants.
 - Advisor Saad states that the matching scholarships funds come from the *Freedom Scholarships* from the Federal Government. Money from the “Feds” is on a first come first serve basis. Hayward Youth Commission can apply for the Freedom Scholarships beginning in March of each calendar year. Advisor Saad will e-mail the scholarship information to Advisor Toyryla (who has volunteered to act as the lead advisor on the task) for her meeting with the HUSD counselors.
 - Commissioner Bonilla, Jr. asked about the HYC funds available for scholarships
 - Advisor Saad states about \$7,000.00 are available, and are in an interest baring account. Advisor Saad will get the balance of the account by the next HYC meeting.
- Commissioner Bonilla, Jr. confirmed that the printing process of the Resource Guide will be done by HUSD and will be billed to the Hayward Youth Commission via Advisor Saad. Advisor Toyryla agreed.

D. Events 2005

- Candlelight Vigil
 - Commissioner Chan will speak at the Candlelight Vigil on behalf of the HYC
 - Commissioners Keefer and Gupta will host a HYC resource table at the event
 - Commissioner Keefer will serve as the lead Commissioner.
 - Commissioners Keefer, Daly, Chan and Gupta will be in attendance at the Vigil
- Commissioner Prentiss suggested that Paintball be a Hayward Youth Commission Team Building event. The location and all supplies can be donated
 - Advisor Lange stated that the three agencies would not be in support of paint ball event as a Team Building Activity.
 - Advisor Saad will check with the City Attorney but would suggest against the activity.

- Commissioner Serpa suggested that the Commissioners be a team in the Relay for Life event at CSUEB.
 - Advisor Saad was going to check with the City Manager's Office to see if it may be a conflict of interest for the HYC to participate as a team; however Commissioner Prentis points out that said the event was too soon and to forget it, and suggested that the Commissioners go and show their support as spectators.

5. New Business:

A. HYC Recruitment

- Advisor Saad reports:
 - 6 vacant seats and one Commissioner will not renew their position. Therefore there will be 7 open seats to fill.
 - Applications are due April 30th
 - Advisor Saad points out that there is an error on the applicants. It should read "Applicants must be a resident of Hayward or live in the HUSD boundaries. Not a resident of Hayward and live within the HUSD boundaries.
 - Due date for HYC recruitment is 4/29/05
 - If zero applicants apply by the due date, a new press release and announcements will go out.
- Advisor Lange said that the best and most effective recruitment is by word of mouth.
- Commissioner Bonilla, Jr. addressed the Citizens Youth Academy about the Hayward Youth Commission available seats and they showed a high level of interest.
- Commissioner Bonilla, Jr. will address the Youth and Family Services Leadership Class at Tennyson High School the week of April 25th
- Advisor Lange created a slide for Cable TV, completed press releases, and directed an email blast to the members of Hayward Coalition for Youth which consists of well over 65 Community Based Organizations and agencies that work directly with youth.
- It was a general consensus that a minimum of 10 (ten) applicants is needed by the due date. If the minimum is not met by the due date, then an extension will need to be given.
- Advisor Saad will report the number of applications her office receives in the next two weeks, then by the 29th.
- Commissioner Daly will be in close contact with Mille Saad who will be closely watching the number of applicants.

6. Announcements:

- Advisor Lange stated that July 2005, HARD will be the Lead Advisor to the Hayward Youth Commission. Due to scheduling conflicts he suggests that the Monday evening meetings be changed from the 3rd Monday, and will place the item on the agenda for discussion in May.
- Citizens Youth Academy is going well and Commissioner Bonilla, Jr. states that they are in need of funds to purchase meat trays and food items for their upcoming graduation ceremony.
- Commissioner Keefer states that she will once again be residing in Hayward in June 2005. Advisor Toyrla asked what she will use as proof of residency. The discussion lasted several minutes. Advisor Lange stated that proof of residency and any inconsistencies or questions will be handled by the Office of the City Clerk.
 - Mille will check with the City Clerk on how one can verify their residency status.

7. Meeting Evaluation:

- Commissioner Daly states that after discussion with other Commissioners and receiving an anonymous email that the agenda item "Meeting Evaluation" should be dropped.
- Commissioner Bonilla, Jr. agrees
- Advisor Saad suggests that the meeting evaluation be kept on the agenda to use as a learning experience.
- Commissioner Daly states that there are likely more effective ways, including the email she received, that allow for a measure of how well the meeting is going.
- Advisor Lange states that over the past 4 years, the input is the same and that he believes that the time spent on the item could be better served elsewhere.

8. Next Meeting: May 16, 2005, 7:30 p.m. at City Hall

- Time Keeper: Commissioner Prentiss
- Recorder: Commissioner Martin
- Agenda items for the next meeting
 - Old Business
 - Hayward Youth Commission Publication (Volunteer Resource Guide)
 - Printing Costs
 - Scholarship Page
 - HYC Recruitment
 - Attendance Issue
 - Resolution 92-277 (Hayward Youth Commission)
 - New Business
 - Required number of meetings
 - Change in meeting dates

9. Adjournment: 9:12 p.m.

Approved --/--/---- by -----